



MANCHESTER HIGH SCHOOL

134 EAST MIDDLE TURNPIKE, MANCHESTER, CT 06040

Mrs. Jill Krieger, Principal
860.647.3521
jkrieger@mpspride.org

August 15, 2016

Dear Students and Parents/Guardians,

I hope that your summer has been both restful and relaxing, and that you have been able to spend time with your friends and families. I am very excited for the students and staff to return from summer break. As you know, school opens on **Thursday, September 1st, for ninth grade students** and **Friday, September 2nd, for all students**. All of our teachers, administrators and staff will continue to make every effort to work closely with you to ensure that you are successful at MHS. We are excited to begin the 2016-17 school year continuing to develop programs designed to support our goal of providing a rigorous, relevant and engaging experience for all students. We are deeply committed to helping every student succeed in school and will be working hard to ensure that you get off to a strong start and receive the support you need. Please review this important information about schedules, procedures, programs, and initiatives at MHS.

Opening Schedule

Freshman First Day-See included flyer for details - Thursday, September 1st

School opens on Thursday, Sept. 1, for freshmen only. Buses will run their normal schedule. Students should report to the cafeteria by 7:30 a.m. for a full day that includes lunch. Dismissal is at 2:05 p.m. Parents and guardians are invited to an assembly from 8:00-9:00 a.m. in our Bailey Auditorium.

Seniors 183 Nights Celebration – September 1st

5:30-6:30 Pizza and door prizes

6:30-7:30 Chromebook distribution

RSVP to Mrs. Wabble by Friday, August 19th at b211coll@mpspride.org or 860-647-3350

First Day for All Students – Friday, September 2nd

Students will begin the first day in their Period 1 class, which will be listed on their schedule that they access through eSchoolPLUS. Faculty and upperclassmen will be stationed throughout the building to assist ninth graders with finding room locations. We will also have lists of students' first period classes posted throughout the building. On this day only we will have an eight period schedule so that students can meet all of their teachers.

Here is the schedule for this day **only**:

Special Schedule for First Full Day – Friday, September 2				
Period	Start	End	Total	Notes
1	7:30	8:09	39 min	
2	8:13	8:52	38	
3	8:56	9:35	39	Includes distribution of IDs
4	9:39	10:17	39	
5	10:21	11:00	39	
Power Hour (60 minutes)				
6	12:00	12:39	39	
7	12:43	1:22	39	
8	1:26	2:05	39	Includes end-of-day announcements

First Week's Schedule

Tuesday, September 6 - A Day

Wednesday, September 7 - B Day

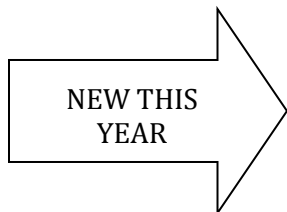
Thursday, September 8- C Day

Friday, September 9 - D Day, with Opening Academy Assemblies

- Period 2-Global Studies
- Period 3-EPsA
- Period 4-STEM-D and CHEA (separate locations)
- Period 6-MCA
- Period 7-PAC

Regular schedule

Start	End	Length	A DAY (Drop 4/8)	B DAY (Drop 3/7)	C DAY (Drop 2/6)	D DAY (Drop 1/5)
7:30	8:24	54 min	1	1	1	2
8:28	9:21	53	2	2	3	3
9:25	10:18	53	3	4	4	4
10:22	11:15	53	5	5	5	6
11:15	12:15	Power Hour				
12:15	1:08	53	6	6	7	7
1:12	2:05	53	7	8	8	8



<u>TUESDAY & THURSDAY SCHEDULE</u> (FULL DAYS ONLY)			
Start	End	Length	Class #
7:30	8:22	52 min	1
8:26	9:17	51	2
9:21	10:12	51	3
10:16 11:07	11:04 11:19	48 12	4 Announcements
11:19	12:19	Power Hour	
12:19	1:10	51	5
1:14	2:05	51	6

The specific periods meeting each day will be based upon whether it is an A, B, C or D day.
This will begin on September 20th.

9th Grade Teams

We will continue teaming all grade 9 students. We have five teams which we believe will allow for increased rigor in classrooms, additional opportunities for students to make connections across disciplines and improved communication with parents and families.

Mr. Roy Roberts will continue to be responsible for the students in grade 9 and the Freshmen Center. Mr. Roberts also serves as our varsity football coach.

Academies/Administration

All students in grades 10-12 are assigned to an academy. The goal of the academies is to allow students to pursue areas of interest while also making the high school feel smaller. The academies are:

- Medical Careers Academy (MCA)
- Science, Technology, Engineering, Math and Design Academy (STEM-D)

Mr. Mark Ruede will continue to oversee the Medical Careers Academy (MCA) and the Science Technology, Engineering, Math & Design Academy (STEM-D) He will work with a Dean of Students, *Ms. Alexia Kalogianes*.

- Education and Public Service Academy (EPSA)
- Performing Arts - Communications Academy (PAC)

Ms. Idelisa Torres oversees the Education and Public Service Academy (EPSA) and the Performing Arts- Communications Academy (PAC). She will work with a Dean of Students, *Mr. Marc DiDominzio*.

- Global Studies Academy (GS)
- Culinary, Hospitality and Entrepreneurship Academy (CHEA)

Ms. Linda Iacobellis oversees the Global Studies Academy, which has incorporated the Truth Academy and the Culinary, Hospitality and Entrepreneurship Academy. She will work with a Dean of Students, *Mr. Owen Carroll*.

Ms. Katelyn Miner oversees Curriculum & Instruction.

Please see the attachment included in this mailing to see the academy, administrators and counselor assigned to you.

Bentley Alternative Education

Mr. James Fromme will continue overseeing all aspects of the Bentley program. Megan Thompson will be joining him as an Interim Assistant Principal.

Power Hour / Schedule

We are continuing the Power Hour, a 60-minute block each day during which time students eat lunch but also meet with teachers, all of whom are available for 30 minutes in their rooms. Students at all academic levels can get extra help, work on homework, projects and missed class assignments, schedule appointments with counselors, take part in clubs and activities, hold group meetings, practice talents (music and the arts), unwind with friends and meet new people. Power Hour will take place each day from 11:15 a.m.-12:15 p.m. and students are welcome to either eat in the cafeteria or take their food to classrooms or other designated places throughout the building. Only seniors with Open Campus privileges will be allowed to leave campus. All other students must stay at MHS during this time. This time, available during the day, will provide additional opportunities for students to engage in school. This is in addition to the after school help traditionally provided by teachers.

We have just three rules for students to remember:

- Students' primary focus is academic achievement.
- Students eat in designated areas only and keep them clean.
- All school rules remain in effect during Power Hour.

Additionally, experience has shown us that the lunch lines are most crowded at the beginning of Power Hour. Students who do not wish to wait are encouraged to come to the cafeteria a little later in the hour. Lunch is served continuously during the PH.

Technology / Home-School Connections

Manchester High School is one of very few public schools that distribute laptop Chromebook computers to all students. We also offer students and their parents and guardians an unrivaled variety of ways to stay connected to school from a computer or other digital device. Links to all of these programs are available at www.MHSRedline.com and there is an enclosure in this packet you can use to keep track of your user name/logon and password information. Here is an overview of technology at MHS:

Chromebooks: All students are issued Chromebook computers and chargers, and parents and guardians are given the opportunity to purchase insurance on this equipment. There is more information, including tips on caring for your device, in this packet and on our website.

Home Access Center: We no longer mail home schedules, progress reports and report cards unless specifically asked by a parent or guardian. Instead, we ask that you access this information online through our Home Access Center (HAC) using either your home access user ID or your student's user ID. Your student's user ID is included with this mailing. Once again, we will be using eSchoolPLUS to share student schedules. **Schedules will be available through the Home Access Center on Friday, August 26th, at 3 p.m.** Students also are issued usernames and passwords, and are encouraged to check their grades regularly. Parents and guardians who prefer to receive information by traditional mail should contact their child's administrator's secretary.

Infosnap: This is a web-based program being used throughout the district to make the collection of student information more efficient and effective. ***It is critical that you update your contact information.***

It allows us to contact you in emergency situations as well as update you on important events. All forms that require review should be viewed and signed off on electronically. The forms accessible through Infosnap include the following: Athletic Participation Permission Form and Handbook Agreement, Media Release Form, Student Handbook Agreement, Student Event Behavior Agreement, Late Arrival/Early Release Permission, Open Campus Permission, Chromebook Agreement, Chromebook Insurance Form, Armed Forces Refusal to Disclose Form, and the Pesticide Agreement.

Swipe: We have an automated real-time attendance system called Swipe, which allows us to significantly improve our ability to gather information and share it with you. Students are provided with a photo ID that they must bring to school every day and have with them at all times. Students use that card to “swipe” into school at any of the three main entrances (Freshmen Center, Main Office lobby or cafeteria lobby) and are required to “swipe” when they visit select areas, like the library or nurses’ office. Also, juniors and seniors with late arrival, early dismissal or off-campus privileges must swipe if they leave the building before 2:05 p.m. Parents and guardians, you can create a Swipe account, which provides detailed attendance information and gives you the option to receive email or text messages when your child arrives to school, cuts a class, or has accrued financial obligations, etc. If a student comes to school without an ID, they will be issued a temporary card. After five temporary cards are issued, a new permanent replacement card is made and the student is charged \$5. These charges can be paid immediately or added to the student’s obligations. Enclosed with this letter are instructions on how to sign up for a parent account, which is not required but highly recommended.

Naviance: Students will be using Naviance, a web-based college and career planning tool, throughout the year as they refine their Student Success Plan. This is an individualized student-centered plan that engages every student based on their unique interests and strengths, helping them to understand the relevancy of education to achieve postsecondary educational and career goals. The plan will provide support and assistance in setting goals for academic, career, social, emotional, and physical development that meet rigorous high school and postsecondary expectations. The plan and supporting activities, such as student portfolios, experiences outside the classroom, dual credit courses, along with academic/personal records will be electronic and portable so that students and families can access the plan anywhere. Students are issued a username and password and information sessions for parents will be held throughout the year.

Destiny: This is a program that we are using to track student obligations including bills for broken Chromebooks or lost textbooks, fines for overdue library books and so on. Again, students can access this information from any digital device using a password.

EZSchoolpay: This allows parents and guardian to add money to a student’s school lunch account or to find out what money is available/owed.

Instructions for signing up and using all of these services are on a separate letter in this packet. Also, our website provides students and parents with up to date information about life at Manchester High School. Please visit www.MHSRedline.com regularly as we use it to post announcements and other important

information as well as the exciting work being done by students and staff at MHS. We also disseminate information through Twitter, Facebook and Instagram and encourage everyone to follow us through those social media programs.

Other Important Information

Open House/Back to School Night

Join us to meet your child's teachers on Wednesday, September 14th. A brief presentation will be held in the auditorium at 6:30 p.m. Parents/guardians will then follow their student's schedule for the rest of the evening.

Post-Secondary Planning Night

Parents of seniors, please save the evening of Thursday, September 22nd, for Postsecondary Planning Night. Information on the college application procedures, how to manage Naviance and the Common Application, as well as tips on writing the college essay, will be presented starting at 7:00 p.m. in the lower cafeteria.

Financial Aid Night

Parents of seniors, join us in the Bailey Auditorium on Thursday, October 27th at 6:30 p.m. for a financial aid planning night.

Tylenol/Ibuprofen Permission Form

Please see the enclosed orange permission card regarding the Manchester Board of Education policy regarding dispensing Tylenol or Ibuprofen to students. Parents are asked to complete the information on the card, including parent signature. Cards will be collected in students' third period class during the first day of school.

Bus Routes

Bus will be posted on the district website at: www.mpspride.org the week before school begins.

Dress Code

In preparing for the new school year, please remember that students are dressing to go to work in a classroom environment. Clothing and accessories should be appropriate for school. Clothing that displays vulgarities, references to cigarettes, drugs, alcohol, or sexuality is not permitted. Halters, midriff shirts, tank tops, miniskirts, low-rider pants, or short shorts (must be mid-thigh) for both boys and girls may not be worn. Potentially dangerous jewelry or chains may not be worn. Hats are not allowed.

Free and Reduced Lunch

The application for free and reduced priced meals is now available online at www.EZMealApp.com. Or, on the district website, click on "Departments" and then "Food and Nutrition Services." The alternative

option is for parents / guardians to complete a paper application at the Food Services office which is located at 448 Tolland Turnpike, Building#1 or at Manchester High School. A new application **must** be completed each year.

Late Arrival /Early Dismissal/Open Campus

Seniors who have an open block in their schedule may leave campus during the open block. Juniors who have an open block in their schedule during Periods 1/ 2 or Periods 7/8 may arrive late or leave early. Parents must sign off on the permission form that is found in Infosnap. Students with these privileges who are in school, but not assigned to a study hall are expected to be in Room 302 or another approved location.

PTSA Info Enclosed

Please see the attached information regarding membership in the Manchester High School PTSA, and be sure to check www.MHSRedline regularly for updates on meeting dates and topics.

As you can see from the contents of this letter, we are working diligently to continue to improve Manchester High School and I am optimistic that the initiatives that we are implementing will help prepare all of our students for success in learning and work beyond school. If you have any questions over the next few weeks or at any time during the school year, please feel free to contact me by phone or email (jkrieger@mpspride.org). I look forward to working with you.

Sincerely,

Jill Krieger
Principal